

ADVISORY BOARD October 23, 2006 MINUTES

In attendance, Bill Johnson, Ed Tree, Jamie Piedrafite, Dottie Munroe, Belden DiVito, Leo Janssens, and Marie Zbikowski

MINUTES

Minutes of September 12, 2006 meeting were accepted with changes on Department assignments. Also the minutes of the Advisory Board meeting of October 2, 2006 accepted as presented.

FISCAL 2007 BUDGET DOCUMENT

Each member of the Board was given a copy of Ashburnham's Fiscal 2007 Budget Document.

TOWN OF ASHBURNHAM FIXED ASSETS INVENTORY

Bill to meet with Jim Zarozinski and Kevin on Fixed Assets Inventory for the Highway Department, and will discuss at the next meeting.

DEPARTMENT VEHICLE INVENTORY

Police and Fire and Municipal Grounds Departments responded to our request for the report of vehicle inventory, however the Highway department has not been received as of this meeting. Bill to speak with Jim Zarozinski at the Highway Department for their vehicle inventory report. All on the Board agreed when we asked for a report, we expect to receive a response within a reasonable time. We must stay with our five year plan with town vehicles.

TOWN ADMINISTRATOR STATUS

The members of the AB raised questions concerning how we pay for the interim Town Administrator Paul Boushell and also the particulars on Kevin's pay while he is on four week leave with the military. Bill will e-mail Jonathan Dennehy asking for answers to several questions we have raised concerning the salaries of these two individuals.

FISCAL 2005 AND 2006 AUDITS

Bill discussed this issue with Kevin and Jim Shanahan and said we (the Advisory Board) should have received information on this as of today, but did not. The Town has received a memo from Management for the 2005 audit, and some departments are holding back deposits to use as petty cash. This must be halted immediately out of courtesy to us, (the Advisory Board).

POLICE DEPARTMENT GRANTS

The Board was given copies of an August 21, 2006 memo from Chief Barrett to Kevin Paicos regarding updated information on a grant applied for and received to cover the full cost of equipment indicated in the memo.

UPDATE OF SCHOOL COMMITTEE MEETING

Bill and Jamie attended the October 10, 2006 meeting of the Ashburnham-Westminster Regional School District meeting at which, a representative from the D.O.E. gave a presentation explaining a funding formula our school district. Theoretical approach as what the towns are to pay and what the State is expected to pay. The formula will be along the lines of Local Share 59%, State Share 41% (Monty Tech. 7%).

ASSOCIATION OF TOWN FINANCE COMMITTEES MEETING

Agenda for The Association of Town Finance Committees scheduled for October 28, 2006 distributed to each member.

MMA ANNUAL MEETING

MMA is scheduled for 12th and 13th of January 2007 and deadline for registration is November 3. Bill Johnson will be going, anyone else interested is to e-mail Bill.

STEVENS MUNICIPAL BUILDING DISCUSSIONS

Long discussion on this item, sit on making a decision, when it comes to a point and time when we need to make a decision, we will.

OTHER BUSINESS

Discussed the fence around the water tower on route 101 at Ashburnham-Gardner town line, and have questions. Was this in the budget, if not, why not? New piece of equipment and training? Where are they in the budget? We need to watch out for hidden cost!

(At this time 8:50 p.m., Board Member Marie Zbikowski was excused from the meeting).

FIRE DEPARTMENT DISCUSSION

The Board received a copy of the report from Fire Chief Zbikowski to the Town Administrator regarding fire calls and EMS calls thus far for fiscal year 2007. Also the monthly payroll and budget outlook. The Fire Department is looking for \$4500 for a metal carport for temporary housing for apparatus that is currently parked outside.

Many questions on what is to happen with the "old" fire chief's car. Also many questions on the list of potential transfer requests, including the large class of recruits, and the cost of additional wages for this program.

Meeting adjourned a 9:23 p.m.

Respectfully submitted,

Dorothy J. Munroe, Secretary